

**Capital Regional District**  
**Meeting Minutes**  
**Capital Regional District Board**  
**Special Meeting (Strategic Plan Process)**

**Monday, April 27, 2015**

**9:30 AM**

**6th Floor Boardroom**

**PRESENT**

**Directors:** N. Jensen (Chair), D. Howe (Vice Chair), R. Atwell, D. Blackwell, S. Brice, J. Brownoff, V. Derman, B. Desjardins, A. Finall (9:33) C. Day (9:56, for C. Hamilton), L. Helps, M. Hicks (9:41), B. Isitt, R. Kasper (9:47, for M. Tait), W. McIntyre, C. Plant, J. Ranns (9:41), D. Screech, L. Seaton, K. Williams and G. Young

**Staff:** R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance & Technology; T. Robbins, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; S. Bagh, Senior Manager Regional and Strategic Planning; D. Desharnais, Corporate Communications; P. Johnson, Human Resources; S. Webb, Planner; S. Santarossa, Corporate Officer (Recorder)

**Also Present:** G. McIntosh, Facilitator

**ABSENT**

**Directors:** L. Helps and R. Windsor

**1. APPROVAL OF THE AGENDA**

**MOVED** by Director Desjardins, **SECONDED** by Director Blackwell,  
That the agenda be adopted as circulated.

**CARRIED**

**2. PRESENTATIONS/DELEGATIONS**

There were no presentations or delegations.

**3. CRD BOARD STRATEGIC PLANNING PROCESS**

**3.1. Board Strategic Plan Process - Final Exercise Agenda and Background Information**

The Chair provided some introductory comments regarding the process to date and the need for the additional meeting.

**Director Finall entered the meeting at 9:33 am.**

The Chair noted the need to reinforce the themes that emerged from the January 30 and March 27 sessions so that the service plans, to be prepared by staff in the next couple of months, align with the strategic priorities of the Board.

B. Lapham stated that the Board recently adopted the 5-year Financial Plan and this work was anticipated for this year's work plan.

**Directors Hicks and Ranns entered the meeting at 9:41 am.**

**Alt. Director Kasper entered the meeting at 9:47 am.**

Dr. Gordon McIntosh provided an overview of the January and March sessions and advised of the work done by staff to evaluate the 158 'possibilities' that emerged from the March session. Appendix A identifies an outcome statement for each of the 12 topics that emerged from the January session, the role of the CRD and potential priorities for NOW (2015), NEXT (2016/17) and LATER (2018). Because the NOW items are currently in progress, the Board was asked to confirm the priorities identified in the NEXT column for each of the topic areas. Following confirmation of the NEXT items, the Board would confirm the LATER items and put forward any other priorities not previously identified.

**Alt. Director Day entered the meeting at 9:56 am.**

Dr. McIntosh noted that the NEXT items would form the basis of the service plans.

NEXT Priorities

**1. Climate Change**

All priorities were confirmed as stated with the following exception:

- moved to NOW

**2. Integrated Waste Management**

All priorities were confirmed as stated with the following exceptions:

- 2.2 Wording change to read "Investigate region-wide solutions to liquid and solid waste."
- addition of 2.5 "Ensure responsible management of wastewater in all areas of the Capital Region." to NOW

**3. Active and Multi-Modal Transportation**

All priorities were confirmed as stated with the following exceptions:

- add 3.3 to NOW and keep in NEXT and include reference to Salt Spring Island.
- addition of 3.5 "Design and manage regional trails as transportation corridors for users now and in the future" to NOW and NEXT

**4. Agricultural Land and Food Security**

All priorities were confirmed as stated with the following exceptions:

- 4.1 tighten language to encourage others to find a solution to the lack of abattoirs and other infrastructure necessities for agriculture in the region or on the island.
- 4.3 delete from LATER and add "Establish educational programming" to NOW and add "Establish additional incentives and new policies to promote and encourage farming in the region" to NEXT

**5. Aging Population & Changing Demographics**

- Amend Title of topic to "Changing Demographics"
- broaden wording Desired Outcome and Role of CRD beyond focus on seniors

All priorities were confirmed as stated with the following exception:

- add "CRD to work with partners to establish a universally accepted definition of "seniors" for purposes of recreational programming alignment." to NOW

## **6. First Nations**

All priorities were confirmed as stated with the following exception:

- 6.2 add “in recognition of the Douglas Treaty.”
- 6.3 delete from LATER and move to NOW and NEXT and add “in cooperation with member local governments”

## **7. Governance**

All priorities were confirmed as stated with the following exceptions:

- 7.1 amend item to read “Determine the role of the CRD in current governance conversations across the region.”
- reword 7.2 to include language around reviewing and enhancing the governance model.
- 7.5 include reference to Electoral Areas
- add 7.6 “Recognize and support the self-governance and equality of the three Electoral Areas” to NOW
- add 8.2 to NEXT (see below)

## **8. Public Communications**

- Add “engagement” to title of topic.
- Amend Desired Outcome to “Open and transparent processes with increased public participation”

All priorities were confirmed as stated with the following exceptions:

- 8.2 replace “Agency” with “within the CRD” and move to #7 Governance
- add 8.3 to NOW and keep in NEXT
- 8.4 amend language to include proactive two-way communication with the public

## **9. Housing**

All priorities were confirmed as stated with the following exceptions:

- 9.3 change “increase” to “Explore/Examine”
- 9.4 add reference to Electoral Areas

## **10. Regional Land Use Planning**

All priorities were confirmed as stated with the following exception:

- 10.2 to be deleted

## **11. Regional Economic Development**

All priorities were confirmed as stated with the following exceptions:

- 11.1 moved to LATER
- add 11.4 “Work with partner groups, CRD Arts and contributing municipalities to create a Comprehensive Arts/ Culture Strategy and Infrastructure Assessment to increase the impact on the economy.” to NOW and NEXT

## **12. Biodiversity & Ecosystem Health**

All priorities were confirmed as stated.

## **LATER Priorities**

All priorities not previously considered were confirmed as stated with the following exception:

- 11.2 delete “investigate CRD as a coordinating body for regional economic development.”

**Prioritization of NEXT Items**

To assist staff in developing service plans and budgets for the upcoming years, each Board member was asked to identify their top 6 priorities from the NEXT category.

**4. ADJOURNMENT**

**MOVED by Director Brice, SECONDED by Director Plant,**  
That the meeting be adjourned at 12:03 pm.

**CARRIED**

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*CHAIR*

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*RECORDER*